

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
Underhill Town Hall  
Tuesday, October 27, 2015, 6:00 p.m.**

**Selectboard:** Cliff Peterson and Rick Heh

**Town Staff:** RaMona Sheppard – Finance Director/HR Manager, Sherri Morin – Town Clerk/Treasurer, and Pam Shover – Lister, Nate Sullivan – Road Foreman

**Public:** Gerry Adams, Wayne Russin

**Assessing Clerk Candidates:** Lisa Abair, Linda Evans, Lori Frohock, Steven St. Peter, Susan Thomas

6:00    **Call to order, adjustments to agenda.** No adjustments

6:05    **Public Comment Period:** Gerry Adams asked the Selectboard if there are any plans to do minor paving work on Poker Hill Road. The Selectboard advises that they will discuss with the road foreman.

6:10    **VT 539:** Wayne Russin advises that he has removed the gate from the town property at 539 VT RT 15. The Selectboard requests that RaMona Sheppard contact Lauren Oates at the State of Vermont Division of Emergency Management and Homeland Security to determine what permission, if any, is needed in order to place boulders in strategic spots, install no hunting and no parking signs, or other means to protect the area from becoming a park & ride, trash disposal area, or illegal hunting or shooting spot.

6:15 **Assessing Clerk Interviews:** Five applicants for the open position of Assessing Clerk are interviewed by the Selectboard. They are advised that the Selectboard will meet to discuss and there will be a decision in the near future.

7:00 **Access Permit Applications:**

**Varley (23 Waughbrook Lane):** The Selectboard would like to obtain more information concerning any water shed from the property to that of a lower neighbor. Decision postponed until November 10, 2015.

**Myers (63 Range Road):** Revised drawings were reviewed as well as the letter from UJFD regarding conformance with fire department requirements. Rick Heh moved that the preliminary access permit be granted based on the drawings dated October 19, 2015 by Steve Myers. Cliff Peterson seconded and the motion was granted 2-0.

7:15: **CIP fourth and final pass FY17:** Prior to discussion of the CIP, the Selectboard asked Nate Sullivan what the cost of the repairs to the pavement on Poker Hill Road requested by Gerry Adams during the public comment period would be. The lowest estimate received was from King Paving for \$6,800. Rick Heh moved that the town accept the bid from King Paving to repair the Poker Hill road section under discussion. Cliff Peterson seconded and amended the motion to a NTE amount of \$7,500. Rick Heh seconded and the motion passed 2-0.

Nate Sullivan recommended moving the Corbett Road culvert project to FY19 and instead purchasing a steel plate to temporarily stabilize the area. Cliff Peterson moved that the town purchase a steel plate, 8' X 20' X 1" for the purpose of immediately covering the culvert. Rick Heh seconded and motion passed 2-0.

Nate Sullivan recommended reducing the gravel road construction to \$100,000 in FY17 because the project will be spread over two years. The consensus of the board was to agree.

Nate Sullivan informed the board that the trade in value for the 2006 truck should be approximately \$25,000 in FY17. The board agreed to reduce that asset purchase and its associated loan.

The board decided to split the garage roof project into two years: demolition of foam in FY17 for \$34,000 and new roof in FY18 for \$51,000.

The resulting changes reduced the CIP from a total of \$1,015,000 to \$669,000. The amount needed from taxes will be \$329,200.

Cliff Peterson moved and Rick Heh seconded that the CIP as approved by the Selectboard and reduced to \$669,000 for FY17 be presented at a public hearing on November 10, 2015. Passed 2-0.

**7:30 Loader Quotes:** Nate Sullivan presented three quotes for Caterpillar, Case, and John Deere Loaders. After a lengthy discussion of the merits of each piece of equipment, Cliff Peterson moved that considering the maintenance and parts availability, the reviews of the road crew, the availability of a loaner as needed, the known qualities of the vendor, and the excellent warranty, that the town accept Milton Caterpillar's quote as presented in the bid documents for the purchase of a new 2015 CAT for a net cost of \$119,900. Rick Heh seconded and the motion passed 2-0. By consensus, the Selectboard requested that the town Treasurer obtain the paperwork to finance the purchase as was approved at town meeting.

**8:13 Annual Finance Forms:** The Selectboard reviewed and the chair signed the annual finance disclosure forms as required by statute.

**8:20 Nate Sullivan, Road Foreman:** Nate Sullivan advised that the 2013 truck has issues and may have some repairs not covered by warranty, all the winter sand has been hauled and is in the yard, and the Deanne Road project is on schedule with equipment to be delivered this Friday and work to begin Monday.

**8:2537PM:** On a motion made and seconded, the Selectboard voted 2-0 to approve the minutes of October 13, 2015. Warrants were signed.

**8:31** The Selectboard voted 2-0 to enter Executive Session pursuant to 1 VSA 313(a)(3) to discuss a personnel issue.

**8:40** The Selectboard voted 2-0 to exit Executive Session. No action taken.

**8:45:** On a motion made and seconded, the Selectboard voted 2-0 to adjourn.



Clifford Peterson, Chair



Date